



Role: Volunteer Venue Team Transportation Lead
Reports to: Venue Team Lead and Transportation Chair

Pjila'si! We're saving you a seat!

Do you seek new experiences and friendships? Are you passionate about sport or learning about Indigenous cultures? Join the North American Indigenous Games 2023 as we help the Mi'kmaw Nation prepare to welcome over 5,000 Indigenous youth from across Turtle Island (North America) from July 15 to 23, 2023. We're looking for individuals who are eager to make an impact by joining our volunteer team of 3,000 community minded leaders. We want everyone to feel that they belong and you can help. NAIG 2023 is organized and executed by the NAIG 2023 Host Society, which is a not-for-profit organization and the employer of this opportunity.

What's involved?

The Transportation Lead is an essential part of each Venue Team (VTeam), with the responsibility of the overall planning and coordination of an overall transportation plan at their respective venues during Games delivery. This role will work closely with the Transportation Chair, VTeam Lead and Sports Chair. The Transportation Lead will deal with all Venue issues regarding the Athlete Bus System, Officials Shuttle System, Media Shuttle System (where applicable), Spectator/Volunteer Bus System, as well as dedicated VIP and motor pool transportation. The Transportation Lead will also be responsible for all parking issues at the venue and delivery of a traffic management plan with the integration of Limos, Taxis, etc.

Time commitment and responsibilities:

Pre-Games (August 2022 - July 2023):

- 7-10 hours monthly for Venue Team meetings, of which will ramp up to weekly in the two months leading up to the Games
- Attendance at Mission staff and Executive Meetings may be required
- Involvement in development of venue site plans, operating plans, emergency plans
- Work with representatives of the Halifax Transit System and/or contracted companies, facility owner, and VTeam to develop full transportation plans
- Lead the preparation of a site plan for all vehicle access, staging and parking, as well as the transport of materials pick ups and drop offs
- Establish and maintain open communication between the Logistics and Transportation Committees and the VTeam

- Training of transportation volunteers

Games-Time (July 15-23, 2023):

- Availability for the duration of the Games (including bump-in/out), and for 3-5 days post-Games for assist with Venue decommissioning
- During Games respond to inquiries regarding transportation services, maintain communication with motor pool and bus dispatch, brief all drivers, arrange trips (if necessary), and supervise loading/unloading
- Ensure clear access, designated parking areas, and smooth traffic flow for all vehicles at all times
- Ensure that all transportation signage, including directional signage, signage in bus windows for benefit of drivers, teams and all participants
- Collaborate with VTeam Leader and Medical Team regarding ambulance access route and parking

Expected start date: Fall 2022

What skills and qualifications are an asset?

Above all else, we require that all our volunteers have a desire to support and celebrate Indigenous youth as they pursue excellence in sport.

- Supervisory experience in passenger transportation and/or materials transport
- Leadership experience either in volunteer roles or in a workplace setting
- Previous experience working with and directing volunteers
- Experience leading committees or groups and building a productive and collaborative team
- Ability to communicate in an effective and kind manner both in person and in written formats]
- Demonstrated respect for diversity and inclusion
- Highly responsive, thoughtful, and forward thinking
- Proven event planning and organizational skills
- Ability to make quick, sound decisions in difficult or stressful situations
- Able to lift up to 30 lbs and spent extended period of time standing (accommodations can be made if required)
- Leadership positions are required to be a minimum of 18 years of age

Ability to speak French or other languages is considered an asset but is not a requirement.

I'm interested, how do I apply?

Please send a resume and letter of interest to the Volunteer Services Manager, Alex Cherry at volunteer@naig2023.com